

WEST VIRGINIA SECURITIES COMMISSION

STATEMENT OF POLICY

Freedom of Information Act Request Fee Structure

September 3, 2008

The West Virginia Freedom of Information Act (WV Code §29B-1-1 et. seq.) establishes that the public has a right to request documents from a public body that it maintains in its ordinary course of business, subject to certain restrictions as set forth in WV Code §29B-1-4. In order to cover the costs of producing such documents, WV Code §29B-1-3(5) states that "The public body may establish fees reasonably calculated to reimburse it for its actual cost in making reproduction of such records."

Accordingly, the West Virginia Securities Commission will provide documents covered by the Act under the following fee structure, provided payment is received prior to the production of the requested documents. The Commissioner may waive any and all fees at his discretion.

<u>Activity</u>	<u>Fee</u>
Research Activities	\$5.00 per research output document
Document Retrieval and increment of Re-File Fee	\$5.00 per each 10 documents
Copying and Duplication Fee	\$0.50 per page
Postage and/or Shipping Fee	Actual Cost
Electronic File Transfer	\$20.00 per file
FINRA Ad Hoc Report Processing Fee	\$50.00

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